

1 and private sector programs, policy, and research, operating through a
2 national network of MBDA Business Centers; and

3 WHEREAS, development of an MBDA New Mexico Business Center would
4 allow Albuquerque Economic Development Department access to resources
5 provided by the Minority Business Development Agency; and,

6 WHEREAS, the City applied for \$300,000 from the Department of
7 Commerce Minority Business Development Agency; and

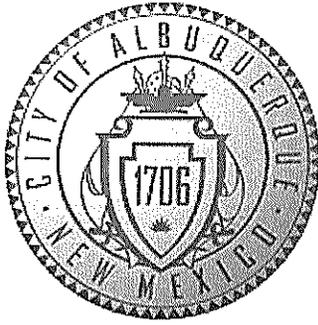
8 WHEREAS, the grant funding, as awarded, would be dispersed over one
9 year, beginning September 1, 2020 and ending August 31, 2021.

10 BE IT RESOLVED BY THE COUNCIL, THE GOVERNING BODY OF THE CITY
11 OF ALBUQUERQUE:

12 Section 1. That the agreement with the Department of Commerce
13 Minority Business Development Agency in the amount of \$300,000 is hereby
14 approved, and its acceptance and filing with appropriate official or office is
15 in all respects approved.

16 Section 2. That funds in the amount of \$300,000 are hereby
17 appropriated to the Economic Development Department in the Operating
18 Grants Fund (265) for Fiscal Year 2021 and 2022.

19
20
21
22
23
24
25
26
27
28
29
30
31



Mayor Timothy M. Keller

CITY OF ALBUQUERQUE
Albuquerque, New Mexico
Office of the Mayor

INTER-OFFICE MEMORANDUM

September 9, 2021

TO: Cynthia Borrego, President, City Council

FROM: Timothy M. Keller, Mayor

A handwritten signature in black ink, appearing to be 'TK', is written over the name 'Timothy M. Keller'.

SUBJECT: Resolution Authorizing the Acceptance of Grant Funds from the U.S. Department of Commerce, Minority Business Development Agency

Attached is a Resolution authorizing the acceptance of grant funds from the U.S. Department of Commerce Minority Business Development Agency. The \$1,875,000 grant will provide an appropriation to the City of Albuquerque Economic Development Department for fiscal years 2022 to 2026. The purpose of the Resolution is to develop and operate a Minority Business Development Agency (MBDA) Business Center to support Minority Business Enterprises in Albuquerque and throughout New Mexico. The \$1,875,000 grant will be dispersed over five (5) years, limited to \$375,000 yearly, beginning July 1, 2021 and ending June 30, 2026, to the Economic Development Department. This funding will help to facilitate growth within minority private sector businesses in Albuquerque and New Mexico.

RE: Resolution Authorizing the Acceptance of Grant Funds from the U.S. Department of Commerce Minority Business Development Agency

Approved:

DS
kllj

 9/13/21

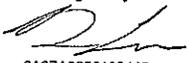
Sarifa Nair Date
Chief Administrative Officer

Approved as to Legal Form:

DocuSigned by:
Esteban A. Aguilar 9/13/2021 | 10:02 AM MDT
7961D99D046F4DB...

Esteban A. Aguilar, Jr. Date
City Attorney

Recommended:

DocuSigned by:
 9/9/2021 | 2:36 PM MDT
6A37A8656180446...

Damian Lara Date
Interim Director, Economic Development Department

Cover Analysis

1. What is it?

Legislation to approve Resolution Authorization and Acceptance of Grant Funds from the Minority Business Development Agency (MBDA), a bureau of the U.S. Department of Commerce.

2. What will this piece of legislation do?

Approves Resolution authorizing the acceptance of a \$300,000 grant to develop and operate a Minority Business Development Agency (MBDA) Business Center to support innovative projects seeking to promote and ensure the inclusion and use of minority enterprises. Staff will serve all MBDA-eligible minority business enterprises (MBE's): African-American, Hispanic-American, American Asian and Pacific Islander, Native American, Asian Indian American, and Hasidic Jewish American. The Center will focus client recruitment and contract opportunity identification on priority high growth sectors for the state such as biosciences, aerospace and drone technology, energy, defense, construction, healthcare, optics and photonics, cybersecurity, advanced manufacturing, and film and television. The City of Albuquerque Economic Development Department will manage the contracts for the Minority Business Development Agency and their partners.

3. Why is this project needed?

To prioritize the needs of MBEs, the Center will focus on capital access, capacity training, growth planning, and culturally and linguistically appropriate services. To best serve clients, the City is engaging three service delivery partners and an additional larger group of strategic partners that will help refer clients, offer supplementary supports, and bridge connections to opportunity. Strategically, the Center will prioritize contract, bid, procurement, and tech transfer opportunities flowing from major local buyers such as the City, State, federal government, and industries with significant purchasing and contract power like New Mexico's national research laboratories, defense installations, and healthcare systems. In addition, there is currently not an MBDA Center located in New Mexico, the closest center is currently located in El Paso, TX.

4. How much will this cost and what is the funding source?

\$300,000.00 for FY21 through FY22. Funding for this program originates from the U.S. Department of Commerce.

5. Is there a revenue source associated with this project? If so, what level of income is projected?

No. There is no direct revenue to the City.

FISCAL IMPACT ANALYSIS

TITLE: Resolution Approving and Authorizing the acceptance of grant funds from MBDA New Mexico Business Center ("the Center") to the Economic Development Department

R: XX
FUND: 265
DEPT: EDD

- No measurable fiscal impact is anticipated, i.e., no impact on fund balance over and above existing appropriations.
- (If Applicable) The estimated fiscal impact (defined as impact over and above existing appropriations) of this legislation is as follows:

	Fiscal Years					
	2022	2023	2024	2025 /2026	Total	
Base Salary/Wages	70,400	119,475	147,971	300,393	638,239	
Fringe Benefits at	33,093	59,628	68,392	138,150	299,263	
Subtotal Personnel	103,493	179,103	216,363	438,543	937,502	
Operating Expenses	256,016	182,445	265,658	526,611	1,230,730	
Property						
Indirect Costs	5.80%	15,484.00	13,222	17,745	32,560	79,011
Total Expenses	\$ 374,993	\$ 374,770	\$ 499,766	\$ 997,714	\$ 2,247,243	
<input type="checkbox"/> Estimated revenues not affected						
<input checked="" type="checkbox"/> Estimated revenue impact						
Amount of Grant	375,000.00	375,000.00	375,000.00	750,000.00	1,875,000.00	
City Cash Match			124,758.00	247,485.00	372,243.00	
City Inkind Match						
City IDOH						
Total Revenue	\$ 375,000	\$ 375,000	\$ 499,758	\$ 997,485	\$ 2,247,243	

These estimates do not include any adjustment for inflation.
* Range if not easily quantifiable.

Number of Positions created 2

COMMENTS ON NON-MONETARY IMPACTS TO COMMUNITY/CITY GOVERNMENT:

The MBDA New Mexico Business Center ("the Center") will be operated by the City of Albuquerque Economic Development Department and located at the Albuquerque Hispano Chamber of Commerce (1309 4th St SW, Albuquerque, NM 87102). The Center will serve mid-sized companies, defined as those with \$1 million or more in annual gross revenue, and aspiring mid-size companies (firms with \$500,000 or more in revenue that are pursuing growth). Staff will serve all MBDA-eligible minority business enterprises (MBE's): African-American, Hispanic-American, American Asian and Pacific Islander, Native American, Asian Indian American, and Hasidic Jewish American. The Center will focus client recruitment and contract opportunity identification on priority high growth sectors for the state such as biosciences, aerospace and drone technology, energy, defense, construction, healthcare, optics and photonics, cybersecurity, advanced manufacturing, and film and television. IDOH to be paid by Grant.

PREPARED BY:
DocuSigned by:
Janel Suster
Janel Suster 9/9/2021 | 1:50 PM MDT
FISCAL OFFICER

APPROVED:
DocuSigned by:
[Signature]
9/9/2021 | 2:36 PM MDT
DIRECTOR (date)

REVIEWED BY:
DocuSigned by:
Jennifer Brokaw 9/13/2021 | 7:51 AM MDT
EXECUTIVE BUDGET ANALYST

DocuSigned by:
Amber L. Davis 9/13/2021 | 10:00 AM MDT
BUDGET OFFICER (date)

DocuSigned by:
Christine Bonner 9/13/2021 | 10:01 AM MDT
CITY ECONOMIST



UNITED STATES DEPARTMENT OF COMMERCE
Minority Business Development Agency
Washington, D.C. 20230

May 12, 2021

MEMORANDUM FOR: Arlene Simpson-Porter
Director Grants Management Division
National Oceanic and Atmospheric Administration

FROM: Edith McCloud Digitally signed by Edith
McCloud
Date: 2021.05.13 08:32:51 -04'00'
Acting National Director

SUBJECT: Recommendation for New Award
City of Albuquerque
New Mexico MBDA Business Center –
MB21OBD8050197

Purpose

The purpose of this memorandum is to recommend the approval and the funding of the subject award as follows:

1. Award Approval: MBDA recommends that a five-year award be made to City of Albuquerque for the operation of a project under the FY21 Business Center Program Notice of Funding Opportunity Announcement beginning July 1, 2021 – June 30, 2026. The total amount of the award is \$1,875,000.
2. Funding Action: MBDA recommends that the subject award be funded in the amount of \$375,000 for the twelve (12) month period beginning July 1, 2021 – June 30, 2022. The total Federal share for this funding action is \$375,000 and the non-Federal share is \$0.

Funding for this project is expressly contingent upon the availability of funding.

Background

MBDA leads Federal Government efforts to promote the growth and global competitiveness of MBEs. MBDA has established key priorities designed to overcome the unique challenges faced by MBEs.

The Minority Business Development Agency (MBDA) provides Federal assistance in support of innovative projects that promote and seek to resolve the challenges faced by minority enterprises. The funds to be awarded by this program are not congressionally directed funds or designated for existing funded awards. In the Fiscal Year 2021 appropriations bill, Congress authorized MBDA to foster, promote, and develop minority business enterprise, through grants, contracts, and other agreements with public or private

organizations. *See* Consolidated Appropriations Act of 2021, Pub. L. No. 116-260 (December 27, 2020). MBDA is authorized pursuant to Executive Order 11625 to provide financial assistance to public and private organizations so that they may render technical and management assistance to minority business enterprises and defray all or part of the costs of pilot or demonstration projects conducted by public or private agencies or organizations that are designed to overcome the special challenges of minority business enterprises.

Applications for this award were solicited by MBDA pursuant to a Notice of Funding Opportunity (NOFO) published on www.grants.gov MBDA-OBID-2021-2006809. The proposed award is for a five-year overall award period from July 1, 2021 to June 30, 2026 with an initial one-year funding period. MBDA anticipates providing continuation funding annually.

Method of Selection

Applications received for this project were subject to an initial screening by the MBDA Office of Business Development. Those applications determined to be timely submitted and responsive to the solicitation were further evaluated by an MBDA merit review panel using the evaluation criteria published within the agency’s NOFO. The review panel chairperson determined a ranking of the applications based on the average of the reviewers’ scores and provided the applications to the Program Manager for review and consideration of the merit panel evaluations and overall average scores. Thereafter, the Program Manager forwarded funding recommendations to the Selecting Official (MBDA Acting National Director) who made the final recommendation to the Grants Officer.

The MBDA review panel for this competition consisted of the following full-time MBDA staff:

- Trevon Pitt, Chairperson
- Pamela Cox, Panel Member
- Ron Uba, Panel Member
- Bridget Gonzales, Panel Member

The name of the responsive applicant and the final overall average score for this competition are as follows:

<u>Applicant</u>	<u>Overall Average Score</u>
City of Albuquerque	85.33

In this case, the review panel recommended that the application from **City of Albuquerque** receive funding for this project. The Selecting Official, having been presented with the award package, concurred with the review panel and the Chairperson’s recommendations regarding funding of the proposal.

Proposed Costs

The budget and the minimum performance requirements proposed by the applicant for the program period are consistent with funding levels identified by MBDA.

Recommendation:

Based on the foregoing, it is recommended that City of Albuquerque receive year one federal funding in the amount of \$375,000 beginning July 1, 2021 – June 30, 2022. The Federal share for this recommended funding action is \$375,000 and the non-Federal share is \$0.